

**Meeting of the Town of Burrillville Library Capital Campaign Committee, held on February 21, 2007 at 6:30 P.M. in the Jesse M. Smith Memorial Library, 144 Harrisville Main Street, Harrisville, RI, for and within the Town of Burrillville.**

**Members Present: Wendy Andrews, William Beatson, Dana Ronci, Aaron Coutu and Cynthia Ketcham.**

**Members absent: Sandra Cooney.**

**Also Present: Sandra Mundy, Director, Jesse M. Smith Memorial Library, and Joyce Rowley, Community Development Coordinator.**

**1. Approve the minutes of the meeting of February 7, 2007.**

**Motion by Wendy Andrews. Second by William Beatson. The vote was unanimous by those present. Voting in favor were Wendy Andrews, William Beatson, Dana Ronci, Aaron Coutu and Cynthia Ketcham.**

**2. Update on cookbook fundraiser.**

**This item was tabled Since Jacki Zahn, Coordinator of this fundraising effort was not in attendance.**

**3. Discuss and act on plans for the upcoming vendor fair.**

**Committee member Wendy Andrews reported that she had received inquiries from approximately 45 vendors and deposits from about half of those. She indicated that she would follow up with those vendors who had not already submitted deposits.**

**Wendy also distributed posters she'd had copied for committee members to post in the area. The event was also posted on the Turn to10 web site as well as the Town and library sites and plans were made for print ads for the two weeks before the event.**

Among the details still to be dealt with were obtaining enough tables (needed to check with the schools, rec center, American Legion, churches) and enlisting additional help (friends and families, community service)

#### **4. Subcommittee reports.**

##### **a. Publicity**

##### **i. Review marketing packet.**

This item was tabled as Sandra Cooney was not present.

##### **b. Grants**

Joyce Rowley indicated that she would be applying for grants from the Roosa Foundation, the 1675 Foundation, Shaws Foundation, Hamburger Helper, Hasbro, Nestle's Foundation, Staples and Textron. She also indicated that Tom Kravitz would be following up with the Levy Foundation. Sandra Mundy indicated that once needs were established we might check into an in-kind donation from APC for a battery back up system since that was an add/alternate that had been cut from the construction budget. Cindy Ketcham mentioned that the Town had been notified that the legislative grant that had been announced in September was not funded and that it was Tom Kravitz's intention to reapply.

##### **c. Corporate Giving**

Sandra Mundy Indicated that local businesses such as Home Depot or Lowes could be approached for furnishings such as appliances, etc. Other local businesses to be approached included Fidelity, Citizens, Bank of America, CVS, Brigidos IGA and the Valley Breeze. Aaron Coutu mentioned that he would attempt to get a listing of

**Burrillville businesses from the Business USA data base.**

**d. Community Giving**

**Jacki Zahn was not present to update the Committee on the mailing she was preparing.**

**e. Events.**

**i. Discuss and act on tentative schedule for golf tournament, concert, dinner and auction.**

**The Committee discussed scheduling the dinner/auction for late January 2008, the concert for July 2008 and the golf tournament for September 2008. Sandra Mundy also suggested that we may be able to work in a smaller event such as a blue grass concert with Richard Guilbault.**

**6. Other business.**

**fæ Aaron Coutu announced that the Screening Subcommittee had recommended that Jacki Zahn be appointed a voting member to the Committee.**

**fæ Aaron Coutu also mentioned that the Town Council had approved an additional \$1,000 to the Committee to cover expenses.**

**fæ Sandra Mundy announced that there would be a Rhode Island Foundation workshop at the Town Building on March 2 at 2:00.**

**8. Adjournment.**

**ATTEST:**

**Cynthia H. Ketcham, Secretary**